

## Anthroposophical Publishing Work Placement – Description

Do you have an anthroposophical background, love books, and would like to gain experience in publishing?

Floris Books has been at the heart of the anthroposophical community for forty years. We publish books on religion, education, spirituality and well-being, as well as traditional children's books such as those by Elsa Beskow and Isabel Wyatt. We're also a commercial publisher with a focus on Scottish children's fiction. Visit [www.florisbooks.co.uk](http://www.florisbooks.co.uk) to learn more.

Floris Books is beginning a rolling programme of paid work placements intended to give those with an anthroposophical background experience of the publishing industry. Each placement will consist of six weeks work experience in our Edinburgh office. Dates are flexible to suit successful candidates. The programme starts in July 2016 and will run throughout 2016 and 2017.

The placement can be tailored to the interests of the individual candidate but will primarily focus on work in the sales and marketing department. Typical tasks will include writing online content, creating sales ebulletins and designing adverts. The placement will also offer an on-the-job overview of the publishing process in a small company.

Candidates must have a demonstrable interest or background in anthroposophy, including (but not limited to) Steiner-Waldorf education, biodynamics, The Christian Community and Camphill. The placement would be particularly suited to recent graduates or those considering a mid-life career change.

The placement is paid in line with the living wage, but no accommodation or expenses are provided.

The skills you **must** have:

- an excellent grasp of English language and grammar
- fluent and accurate writing skills
- superb attention to detail
- general admin, IT and organisational skills
- confident people skills, eg for telephone work or events/launches

### How to Apply

Full details of how to apply are on the **application form**, available at [www.florisbooks.co.uk/recruitment](http://www.florisbooks.co.uk/recruitment). Please read and follow the application instructions carefully.

### Timing and Interviews

This is an open recruitment process with candidates being invited for an interview (in person or by Skype) as and when placements become available. Please apply at least two months before your preferred start date. Please note that we cannot guarantee the availability of any particular start date.

If you have any further questions, please email [recruitment@florisbooks.co.uk](mailto:recruitment@florisbooks.co.uk)